



Engineers and Constructors

ALASKA OPERATIONS

Contract No. DACA85-95D-0018

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Project: Annette Island

DC#AKT-J07-05M314-G01-0027

Confirmation of:	<input type="checkbox"/> Conference	Date Held: 26 Oct 99	1:30 pm (Alaska)
	<input checked="" type="checkbox"/> Teleconference	Date Issued: 29 Oct 99	
	<input type="checkbox"/> Other:	Recorded By: Rachel August	
		Place: Anchorage, Alaska	
Subject: MOU Work Group Teleconference			

Participant	Organization	Phone
Benson, Jeff	Metlakatla Indian Community (MIC)	907-886-4200
Commack, Roxanne	Metlakatla Indian Community	907-886-4200
Deering, Robert	U.S. Coast Guard	907-463-2440
Dokoozian, Lyn	Jacobs Engineering Group Inc.	907-563-3322
Elconin, Andrea	U.S. Army Engineer District-Alaska	907-753-5680
Gunyah, Ed	Bureau of Indian Affairs	907-886-3791
Jean, Lucy	Federal Aviation Administration /JALCO	907-271-5225
Renk, Russ	Federal Aviation Administration/NISC	907-271-3294

## MEETING MINUTES

Action Required By	Agenda Item No.	Discussion
		<p>This was the scheduled biweekly meeting. The following agenda items were discussed:</p> <ol style="list-style-type: none"><li>1. Roll Call</li><li>2. General Information</li><li>3. Action Items Update</li><li>4. New Action Items/Issues</li><li>5. Schedules</li><li>6. C-3 Plan</li><li>7. Newsletter Articles/Web Site Update</li><li>8. Teleconference/Meeting Schedule</li><li>9. Closure</li></ol>

	<b>2.0</b>	<b>General Information</b>
	2.1	<p><u>BIA</u></p> <p>Gunyah announced that Q. Brown (Environmental Scientist for the Northwest Region) has been assigned to the project to represent BIA, replacing June Boynton. Brown and a representative from Terry Verdin's office will attend the MOU Work Group meeting at Anchorage on 17-18 Nov 99.</p> <p>BIA is awaiting funding to demolish and replace buildings with lead-based paint.</p> <p>An application for site closure was filed with MIC for the tar tanks. Approval has not yet been received. A release investigation will be conducted.</p>
	2.2	<p><u>FAA</u></p> <p>FAA and USAED representatives met last week to discuss various sites and determine responsible parties.</p> <p>Chevron has not responded to FAA's letter.</p> <p>A letter was sent to Benson addressing various issues; the members received a copy of the letter.</p> <p>A letter was sent to EPA's regional administration, extending an invitation to the November MOU Work Group meeting. Renk will notify the members if an EPA representative plans to attend.</p>
	2.3	<p><u>MIC</u></p> <p>Benson stated that GTE is cleaning the stockpile areas; PCBs were identified. The soil will be shipped off site for treatment.</p>
	2.4	<p><u>USAED</u></p> <p>Regan Sarwas received the Geographical Information System (GIS) questionnaires. He will contact members as questions arise. Sarwas is scheduled to conduct a presentation at the November meeting.</p> <p>Elconin noted that preparation of the administrative record has begun. When the list is completed, a discussion will be conducted to determine how to form one information repository to contain documents for all agencies. FAA copied 35 documents and sent them to Metlakatla for the information repository.</p>

	2.5	<p><u>USCG</u></p> <p>None.</p> <p><b>Action:</b></p> <p>None.</p>
	<p><b>3.0</b></p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p>	<p><b>Action Items Update</b></p> <p>Following is an update on the Interagency Action List, dated 12 Oct 99.</p> <p><u>BIA</u></p> <p>Item 1...Gunnyah will discuss the site closure document template with Brown and try to distribute a draft to the members before the November meeting.</p> <p><u>FAA</u></p> <p>Item 4...FAA will maintain the decontamination pad while Jean is at Annette Island. After she leaves, MIC will assume responsibility for the pad.</p> <p>Item 5...Access periods for the quarry are 0800-1700 on Monday through Friday, 1200 to 1700 on Saturday, and closed on Sunday.</p> <p>Item 6...Elconin will determine the FUDS for which Chevron is responsible.</p> <p><u>MIC</u></p> <p>Item 9...Mayor Gilmartin sent a letter to FAA requesting that FAA rehabilitate the airport tower. Renk stated that funds for this action are not available; the tower must be removed, or the community can accept the tower in its present condition. FAA is waiting for a response from MIC.</p> <p>Item 10...Mayor Gilmartin issued a letter on 16 Sep 99 addressing the draft risk assessment on lead submitted by FAA. EPA will prepare a response to the assessment. Renk stressed that this issue is critical to permit FAA to plan the release investigation.</p> <p>Item 11...FAA sent a letter to MIC requesting an updated list of species and written permission to collect samples. Mayor Gilmartin will respond to the letter when it is received.</p> <p><u>MOU Work Group</u></p> <p>Item 13...A new item was added for USAED to provide Snell with project updates for the web site.</p> <p>Item 15...Resolution of this matter is contingent upon Item 1 and the establishment of a procedure and template. After a lengthy discussion, the decision was made to add "closure standards for sites" to the agenda for the November meeting.</p>

USAED	<p>3.5</p> <p>3.6</p> <p>3.7</p>	<p><u>USAED</u></p> <p>A new item was added for USAED to provide Snell with project updates for the web site.</p> <p><u>USCG</u></p> <p>None.</p> <p><u>Ongoing Action List</u></p> <p>Item 1...Brown will be requested to provide the BIA QAPP.</p> <p>Item 4...FAA and USAED will provide funding for Jacobs to perform the work.</p> <p>Item 5...Elconin and Dokoozian completed a review of the public outreach questionnaires and recorded interviews provided by MIC. The CIP will be revised to reflect the discussion at the September MOU Work Group meeting.</p> <p>Item 6...At the November meeting, Hanneman will submit the draft Quality Assurance Project Plan (QAPP) for review.</p> <p><b>Action:</b></p> <p>Dokoozian...Provide Snell with project updates for the web site.</p>
USAED	<p><b>4.0</b></p> <p>4.1</p> <p>4.2</p> <p>4.3</p>	<p><b>New Action Items/Issues</b></p> <p><u>Closure Standards for Sites</u></p> <p>The process and standards need to be defined. USCG is unable to obtain funding without this information. This issue will be added to the agenda for the November meeting.</p> <p><u>Process for MIC Regulation Promulgation</u></p> <p>A discussion was initiated regarding MIC regulation promulgation. The agencies are unclear regarding the process and believe this matter ties into the closure issue. This topic will be added to the agenda for the November meeting.</p> <p><u>Fall Time Change</u></p> <p>Metlakatla is not affected by the time change on 31 Oct 99. The teleconferences will continue to be scheduled for 1:30 pm AST (2:30 pm for Metlakatla).</p> <p><b>Action:</b></p> <p>Dokoozian...Add items to agenda for November meeting.</p>

	<b>5.0</b>	<b>Schedules</b>
	5.1	<u>BIA</u> Gunyah will be out of the office 8-13 Nov 99.
	5.2	<u>FAA</u> Brush clearing will be completed by 15 Dec 99.  The building remains removal contract with MIC is scheduled to begin 18 Jan 00 and require approximately two months to complete.  FAA has tentatively scheduled the site investigation for Spring 2000. Scheduling factors include development of a work plan, and permission from MIC.
	5.3	<u>MIC</u> None
	5.4	<u>USAED</u>  A contract was awarded to Alaska Commercial Divers to conduct a UXO clearance survey at Tamgas Harbor. The diver will begin work when the weather improves.  The rough draft of the common QAPP will be presented to the MOU Work Group on 17-18 November 99.
	5.5	<u>USCG</u>  The preliminary assessment will be conducted during late-Nov/early-Dec 99.  <b>Action:</b> None.
	<b>6.0</b>	<b>C-3 Plan</b>  Not discussed.
	<b>7.0</b>	<b>Newsletter Articles/Web Site Update</b>  Dokoozian (for USAED) and Gunyah (BIA) will submit updates to Snell for the web site. The URL for the web site is <a href="http://www.faa.gov/annette">www.faa.gov/annette</a> . Gunyah will forward the URL to Brown.  <b>Action:</b> None.

Jacobs	<b>8.0</b>	<b>Teleconference/Meeting Schedule</b>  The next teleconference is scheduled for Tuesday, 30 Nov 99, at 1:30 pm (Alaska).  The next MOU Work Group meeting will be held at USAED (Room 20) on 17-18 Nov 99 (Wed 9:00-5:00; Thu 8:30-11:00); Elconin will provide directions..  The group discussed the November meeting and agreed upon many of the agenda items. A draft agenda will be submitted to the members with the meeting minutes.  <b>Action:</b>  Email the draft agenda for MOU Work Group meeting to participants on 29 Oct 99.
		Teleconference adjourned at 3:15 pm (Alaska).